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SAMUEL L. WILKINS
DIRECTOR

MEMORANDUM

TO: Human Resources Directors and Training Directors of All Agencies,
Departments, Institutions, and Commissions

FROM: Samuel L. Wilkins

DATE: September 17, 2004

SUBJECT: Online Employee Performance Management System (EPMS) Training

In response to agencies' interest in statewide training initiatives, OHR has developed an on-line version of training in the State's performance management system. We hope this training will be an effective tool in further developing supervisors' skills in performance management, while helping agencies use their training resources in a cost effective manner. The EPMS training module provides supervisors with useful information about the goal setting, providing performance feedback, and the evaluation processes. To access this training, please visit our website at: http://www.state.sc.us/ohr/epms/epms_online_training.htm.

If you have any questions, please do not hesitate to contact your HR Consultant at 737-0900.

SLW